

ELIZABETH COLLEGE

GUERNSEY ♦ FOUNDED 1563

PARTICULARS OF VACANCY

Teacher of English (Part-time)

September 2017



www.elizabethcollege.gg
01481 726544

Leading
Independent
Schools





TEACHER OF ENGLISH (PART-TIME)

A well-qualified and enthusiastic teacher is required from September 2017 to teach English up to GCSE in this successful faculty. The post is available on a permanent, part-time basis (minimum 0.5 timetable).

The English Faculty consists of six specialists who teach English and Drama throughout the school, with Film Studies offered in the Sixth Form. The numbers of pupils studying English have remained strong in recent years, with at least four groups in the Sixth Form, the teaching of which is shared with The Ladies' College (the nearby girls' GSA school), with whom we operate a beneficial Sixth Form partnership. Results in the Faculty at both GCSE and A level have been outstanding over the last few years, with notably high levels of value-added performance. Drama is also a popular and highly successful activity both within the curriculum and in production.

Please note that the College prides itself in offering an extensive extra-curricular programme in which all members of staff are expected to participate enthusiastically.

More specifically, the post will involve the following:

A Teaching

- Treat all staff with professionalism and respect.
- Demonstrate a high level of knowledge of and practical skills in the relevant teaching subject and to communicate enthusiasm for this.
- Maintain high expectations of all students based on relevant school data.
- Teach using a variety of delivery methods which will stimulate and motivate learning, meeting the demands of the syllabus and the needs of the students.
- Establish and maintain an orderly, purposeful and safe learning environment.
- Assess, record and report on the attainment, attendance and progress of students keeping such records as are required.
- Provide or contribute to oral and written assessments, reports and references relating to individual or groups of students.
- Prepare and update subject materials.
- Maintain discipline in accordance with the school's procedures and encourage good practice with regard to punctuality, behaviour and standards of work.
- Assess students' work in line with school policies and procedures referring to student performance targets.
- Be familiar with and employ school policies, especially with particular regard to Health and Safety.
- Adopt whole school initiatives (eg AfL and differentiation).

B Curriculum Provision and Development

- Assist the subject leader in the development of appropriate courses, resources, schemes of work and teaching strategies.
- Contribute to the development and implementation of the subject's strategic plan.

- Help plan and prepare courses and lessons.
- Attend and contribute to subject meetings.
- Be willing to contribute enthusiastically to the extra-curricular life of the College.

C Monitoring and Evaluation

- To use data, both externally and internally produced, to assess student performance and to develop appropriate courses of action.
- To review on a regular basis methods of teaching.
- To produce termly reports and mid-term grades for all students taught.
- To participate in annual appraisal and to undertake further professional development as appropriate.

D General

- Support the aims and ethos of the College.
- Be committed to and enthusiastic about teaching as a profession and encouraging children to become learners.
- Be committed to promoting pupils' achievements and raising their expectations of themselves and others.
- Value and promote the moral and spiritual well-being of the pupils, specifically through active participation in the pastoral life of the school.
- Self-evaluate the quality of his or her teaching and set and achieve targets for professional development.
- Demonstrate a commitment to undertaking continuing professional development in order to keep up-to-date with and respond to changes in education.
- Value and promote equality of opportunity and fairness and adopt non-discriminatory practices, in respect of age, disability, gender, race or religion.

Job descriptions may be reviewed and subsequently amended or modified to reflect the changing needs of the school.



ELIZABETH COLLEGE

Elizabeth College, founded in 1563 by Queen Elizabeth I, is a selective day school. One of the earliest members of the Headmasters' and Headmistresses' Conference, it provides a challenging and stimulating academic and extracurricular programme for children between the ages of two and a half and eighteen. The College's infant department, Acorn House, is coeducational and provides a pre-school and pre-prep education for children aged two and a half through to seven (Key Stage 1). The Preparatory School, Beechwood, is also coeducational and prepares boys for entry to the Upper School at the age of eleven with girls usually moving on to The Ladies' College. There has been much growth and development at Acorn House and Beechwood in recent years and College feels that its younger children are particularly well served by this Junior School, which is located on sites approximately half a mile away from College. Between the ages of 11 and 16, the College Upper School is boys only. We offer a wide variety of subjects and most boys take nine, ten or eleven GCSEs. Beyond the classroom, there are very extensive opportunities for boys to become involved in Sport, Music, Drama, CCF, Duke of Edinburgh Award Scheme and a host of other activities. College delivers a Sixth Form curriculum in partnership with our neighbouring girls' school, The Ladies' College, allowing us to offer a wide variety of AS and A2 courses in a coeducational environment.

Elizabeth College is proud of its academic record but we feel strongly that a successful school experience is about much more than examination certificates. We celebrate all of the talents of our individual students and look to support and guide them as children and young people through to adulthood.

GUERNSEY

The beautiful island of Guernsey is situated about 70 miles south of Weymouth and only 20 miles west of the French coast. It is the second largest of the Channel Islands and the east coast enjoys views of Alderney, Herm, Sark and Jersey, which are between 3 and 15 miles away. Roughly triangular in shape, the island has an area of 24 square miles and a population of just over 60,000. The clear Atlantic air and average 7.5 hours of sunshine per day from May to September provide a very pleasant and refreshing climate. Winters are mild, whilst summer daytime temperatures are usually above 20°C.

Guernsey is part of the British Isles by virtue of its links with the Crown going back to William the Conqueror. We govern our own affairs through our own parliament called the 'States of Deliberation', setting our own taxes, customs duties etc, and we have no direct contact with either the UK Parliament or any UK political parties. We speak English, drive on the left, watch British TV and read British newspapers. Apart from the French house and place names, Guernsey could be a small corner of Britain.

The capital, St Peter Port, is a delightful harbour town with neat rows of Regency and Victorian buildings descending via cobbled streets to the busy and attractive seafront and marinas. The town prides itself on a number of excellent restaurants and contains the wide variety of shops and services you would expect to find in any British market town. Whilst the town has succeeded in fighting off many of the exterior signs of modernity, many of the historic buildings are occupied by the offshore banks, investment houses and legal companies, which ensure the island has the very latest telecommunications technology.

Beyond St Peter Port and the other sizeable town of St Sampson's to the north, Guernsey has a much more rural feel and is not dissimilar to many parts of south-west England. Amongst the island's greatest assets are its wonderful beaches; secluded, rocky coves along the stunning south coast and wide, sandy bays to the west. Guernsey people are very much into their water-sports and other healthy activities, for which there is much opportunity. Whilst traditionally hard-working, the majority of people on Guernsey strike an excellent work-life balance with all that is available to them at such close quarters. It is also an ideal place to raise children, especially given the community feel of the island and absence of serious crime.

Numerous daily flights link the island directly to Gatwick (45 minutes), Southampton, Exeter, Manchester and Birmingham. There are also direct flights to Brittany (Dinard) and Grenoble, as well as the other Channel Islands and many UK destinations. Car and passenger ferries operate regularly to St Malo and various ports along the south UK coast.

Employment on Guernsey

Salary, Taxation and Pensions: Pay scales on Guernsey are higher than the UK Inner London Salary Scales. From the point of view of taxation, personal allowances are roughly equivalent to the UK (currently £20,000 pa for a married couple; £10,000 pa for a single person) and there is a flat rate of income tax of 20% above this, with no 40% band as in the UK. Social Insurance contributions by employees are set at 6.6% (the UK National Insurance contribution for employees is currently 12%). The post is pensionable (optional for a part-time post) and teachers can easily transfer their pension rights into (and out of) the Guernsey scheme administered by the States of Guernsey.

Residency: Please note that this part-time post does not qualify for a local market housing licence.

Please visit our website at www.elizabethcollege.gg for further information about Elizabeth College. If you have any questions about the post or living in Guernsey please do not hesitate to contact us.

Applications for this position must be submitted on the Elizabeth College application form
available on our website (www.elizabethcollege.gg) or on request from:

Mrs Sandra Beaton, Principal's PA, Elizabeth College, The Grange, St Peter Port, Guernsey, GY1 2PY
E: sbeaton@elizabethcollege.gg

Please do not submit supplementary information by CV or letter.

Elizabeth College has a statutory duty to establish the *bona fides* of all newly appointed staff. The successful applicant will be required to satisfy our standard employment checks, including the completion of a DBS Enhanced Disclosure application.

The closing date for applications for this post is **noon on Monday, 27 March 2017**